

## CONSULAR FEES

last revised on 9 September 2013

### £1 = P72 with effect from 9 September 2013

The fees are shown in **Pounds Sterling (£)** and in **Philippine Currency (=P=)** converted at the Consular Rate of Exchange in force at the time of the application.

- ✓ All fees must be paid at the time of the application.
- ✓ For courier applications, except passport applications, **a return pre-paid courier pack/prepaid envelope** is required. If you are sending documents in support of your passport application, please include a pre-paid courier pack as we will need to return your documents to you. They will not be sent with your application to Hong Kong.
- ✓ Payment options: **CASH** or **MANAGER'S / CASHIER'S CHEQUE** in Philippine currency, drawn only on Philippine Banks that form part of the Regional Clearing Units and have either MICR or RT numbered reference printed or written on the cheque, payable to **BRITISH EMBASSY**. Personal cheques are not acceptable.
- ✓ All fees are **NON-REFUNDABLE**.
- ✓ Fees change without prior notice.

The following is a summary of the most frequently requested services and their corresponding costs:

<b>PART I LEGALISATION</b>			
<b>FEE NO</b>	<b>SERVICE</b>	<b>Sterling (£)</b>	<b>Pesos (Php)</b>
<b>1</b>	Legalising a signature or seal —  (i) Standard service in the UK (in addition to direct costs, if any)  (ii) Premium service in the UK (in addition to direct costs, if any)  (iii) Overseas service (in addition to direct costs, if any)	  30.00  75.00  30.00	  <b>2,160.00</b>  <b>5,400.00</b>  <b>2,160.00</b>
<b>PART II NOTARIAL AND RELATED MATTERS</b>			
<b>2</b>	Preparing any single certificate, declaration or document not listed elsewhere in this table:  (i) in English  (ii) in any other language	  45.00  70.00	  <b>3,240.00</b>  <b>5,040.00</b>
<b>3</b>	Signing a declaration of existence (except if required by a department of Her Majesty's Government in the United Kingdom)	15.00	<b>1,080.00</b>
<b>4</b>	Administering an oath, marking of exhibits, declaration or affirmation	55.00	<b>3,960.00</b>
<b>5</b>	Witnessing a signature	20.00	<b>1,440.00</b>
<b>6</b>	Making or verifying a copy of a document (including certifying when necessary)	30.00	<b>2,160.00</b>
<b>7</b>	Uniting documents	20.00	<b>1,440.00</b>
<b>8</b>	Supplying certified copies of documents which form part of the records of a court which is, or was formerly, established under the Foreign Jurisdiction Acts 1890 and 1913, for each page	65.00	<b>4,680.00</b>

<b>PART III : NATIONALITY</b>			
<b>FEE NO</b>	<b>SERVICE</b>	<b>Sterling (£)</b>	<b>Pesos (Php)</b>
9	Administering an oath of British citizenship under the British Nationality Act 1981	85.00	6,120.00
<b>PART IV : BIRTHS, MARRIAGES, CIVIL PARTNERSHIPS AND DEATHS</b>			
10	Receiving notice of an intended marriage, civil partnership or overseas relationship	65.00	4,680.00
11	Issuing a certificate that no impediment to an intended marriage or civil partnership has been shown to exist, or issuing any local equivalent document for an intended marriage or overseas relationship in accordance with local law (i) in English (ii) in any other language	65.00 65.00	4,680.00 4,680.00
12	Solemnising a marriage under the Foreign Marriages Acts 1892 and 1947 administering oaths to the parties and registering the marriage; or registering a civil partnership under the Civil Partnership (Registration Abroad and Certificates) Order 2005	140.00	10,080.00
13	Forwarding to the appropriate Registrar General a record of a marriage under the local law or an overseas relationship, together with any necessary certification	35.00	2,520.00
14	Administering an application for the registration of a birth or a death	105.00	7,560.00
15	Making an addition to or correction in the consular register as necessary	35.00	2,520.00
16	Issuing a certified copy of an entry in the consular register	65.00	4,680.00
17	Making a search in (in addition to fee 2(a) or fee 16 where applicable)  (i) the consular register of births, deaths, marriages or civil partnerships where the number or date of entry is not provided  (ii) the naturalization, registration or renunciation records kept by a consular officer	65.00 80.00	4,680.00 5,760.00
<b>PART V : LEGAL PROCEEDINGS</b>			
18	Forwarding a request to a local authority for the taking of evidence or the service of a document (including effecting service of a document in relation to proceedings in which state immunity is in issue), and returning any evidence received of service or attempted service of a document (provided by the Foreign and Commonwealth Office in proceedings where state immunity is in issue)	130.00	9,360.00
<b>PART VI : MARITIME SERVICES</b>			
19	Providing or administering a service not otherwise covered in this Schedule in relation to shipping, seamen and related matters, for each hour or part hour (to include travel time if performed away from the consular premises) and in addition to direct costs, if any	130.00	9,360.00
<b>PART VII : EMERGENCY ASSISTANCE</b>			
20	Administering an application for, and if successful providing, an Emergency Travel Document	95.00	6,840.00
21	Exceptionally, administering an application for, and, if successful, providing an Emergency Passport, on occasions when it is not possible to provide an Emergency Travel Document	75.00	5,400.00
22	Arranging, exceptionally, for currency to be made available against the deposit of funds (i) £0.01-£99.99 (ii) £100.00-£499.99 (iii) >£500.00	10.00 30.00 80.00	720.00 2,160.00 5,760.00

	<b>PART VIII : SERVICES UNDERPINNING OTHER SERVICES</b>		
23	Providing the services of a consular officer or a consular employee in relation to any other service which the consular post or diplomatic mission has agreed to undertake, for each hour or part hour (to include travel time if performed away from the consular premises) and in addition to direct costs, if any	130.00	<b>9,360.00</b>
	<p style="text-align: center;"><b>PART IX : PASSPORT FEES</b></p> <p>✓ <i>With effect from <u>1st April 2008</u>, unsuccessful and withdrawn passport applications <b>WILL NOT BE REFUNDED</b>, and restricted validity passports may no longer be extended gratis.</i></p> <p>✓ <i>With effect from <u>8th February 2010</u>, Passport production will move to Hong Kong. On receipt of correctly completed applications and required supporting documents, the Embassy will send the application via courier to Hong Kong.</i></p> <p>✓ <i>With effect from <u>18 August 2011</u>, passport printing will move to the United Kingdom. Passports will be dispatched to applicants directly from the UK.</i></p> <p>✓ <i>For first time passport applications: costs for courier fees, to be paid by the applicant.</i></p> <p>✓ <i>Courier fees must be paid for <u>each</u> first time passport application:</i></p> <p style="text-align: center;"><b>Philippines – Hong Kong – United Kingdom – Philippines</b></p> <p><i>Please visit our website – <a href="http://www.ukinthephilippines.fco.gov.uk">www.ukinthephilippines.fco.gov.uk</a> for any updates.</i></p>	23.00	<b>1,656.00</b>
	A. Administering an application made abroad, including applications for replacing an expired passport, replacing a passport of restricted validity with a new passport of full validity, issuing a new passport with amended personal details and replacing a lost or stolen passport and, if the application is successful, providing a 32 page passport—		
	(a) where the applicant is aged 16 years or over (in addition to direct costs if any)	128.00	<b>9,216.00</b>
	(b) where the applicant is under 16 years old (for a passport valid for 5 years) (in addition to direct costs if any)	81.50	<b>5,868.00</b>
	B. Administering an application made abroad, including applications for replacing an expired passport, replacing a passport of restricted validity with a new passport of full validity, issuing a new passport with amended personal details and replacing a lost or stolen passport and, if the application is successful, providing a 48 page passport (in addition to direct costs if any)	154.50	<b>11,124.00</b>

### **IMPORTANT NOTICE**

*\*With effect from 16 July 2012, the British Embassy Manila will no longer accept Home Office registration applications.*

Applicants must directly submit their application for registration as a British Citizen to the UKBA Home Office, following complete guidance and instructions on the UKBA website: <http://www.ukba.homeoffice.gov.uk/britishcitizenship/>.